

Message Text

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ACTION EUR-12

INFO OCT-01 ISO-00 CIAE-00 PM-05 INR-10 L-03 ACDA-12
NSAE-00 PA-02 SS-15 SP-02 ICA-20 TRSE-00 OIC-02
/084 W

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R 111604Z AUG 78
FM USMISSION USNATO
RUKLDAR/US ARMY MAT DEV & READ COMD ALEX VA
CDRDARCOM ALEXANDRIA VA
ERADCOM ADELPHI MD
AFSC ANDREWS AFB MD
CERCOM FT MONMOUTH NJ
CORADCOM FT MONMOUTH NJ
RADG GRIFFISS AFB NY
ASD WPAFB OHIO
NAVELEXSYCOM WASHDC
NAVAIRSYSCOM WASHDC
INFO SECSTATE WASHDC 3326
SECDEF WASHDC

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STATE 146625 DTG 091513Z JUN 78 (NOTAL)

E.O. 11652: N/A

TAGS: NATO ETEL MARR

SUBJECT: VISIT REQUESTS OF SPECIAL WORKING GROUPS OF THE
NATO GROUP ON STANDARDIZATION (AC/67)

1. WE HAVE RECENTLY RECEIVED CONTRADICTORY AND INCOMPLETE
VISIT REQUEST MESSAGES/LETTERS CONCERNING ATTENDANCE AT
MEETINGS OF THE SPECIAL WORKING GROUPS (SWG'S) OF THE NATO
GROUP ON STANDARDIZATION (AC/67). TO PREVENT CONFUSION AND
TO ASSURE THAT VISITORS WILL HAVE HOTEL RESERVATIONS AND
PASSES, WE NEED ACCURATE AND TIMELY INFORMATION. TO HELP
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US GET IT, WE PROPOSE THE FOLLOWING PROCEDURES, STARTING
1 SEP 78:

. A. A SINGLE US REP, DESIGNATED AS THE PRIMARY US REP
TO THE NATO BODY OR THE SPECIAL WORKING GROUP, SHOULD
ORIGINATE THE VISIT REQUEST FOR MEMBERS OF THE US DELEGA-
TION TO THE MEETING.

. B. EACH VISIT REQUEST SHOULD CLEARLY IDENTIFY THE SUB-GROUP OR SPECIAL WORKING GROUP, AND SHOULD PROVIDE THE NAMES, GRADES, NATO SECURITY CLEARANCES, AND ARRIVAL/DEPARTURE DATES FOR ALL DELEGATION MEMBERS ATTENDING.

. C. EACH VISIT REQUEST MESSAGE/LETTER SHOULD IDENTIFY THE US MISSION POINT OF CONTACT (NORMALLY C-E DIV).

. D. IF ANY SUB-WORKING GROUP MEETINGS ARE SCHEDULED AT THE SAME TIME AS THE PARENT GROUP OR SPECIAL WORKING GROUP MEETING, SEPARATE VISIT REQUESTS SHOULD BE SENT FOR EACH MEETING.

2. WE WILL ATTEMPT TO PROVIDE HOTEL ACCOMMODATIONS AT THE BEST RATE POSSIBLE AT TIME OF VISIT, AND WE WILL ENDEAVOR TO OBTAIN RESERVATIONS FOR ALL DELEGATION MEMBERS AT THE SAME HOTEL UNLESS SPECIFICALLY ASKED IN THE VISIT REQUEST TO DO OTHERWISE.

3. EACH VISITOR IS RESPONSIBLE FOR INFORMING US OF ANY CANCELLATIONS. AVOIDABLE "NO SHOWS" MAY RESULT IN THE HOTEL BILLING THE MISSION, AND WE IN TURN WOULD BE COMPELLED TO COLLECT FULL PAYMENT FROM THE DELINQUENT INDIVIDUAL.

4. WHILE SERVICE PROCEDURES OR REGULATIONS MAY REQUIRE UNCLASSIFIED

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SEPARATE VISIT REQUEST NOTICES, WE PROPOSE TO OBTAIN RESERVATIONS AND REQUEST NATO PASSES BASED ON THE PRIMARY US REP'S VISIT REQUEST MESSAGE ONLY. NO ACTION WILL BE TAKEN ON "ADVANCE NOTICE OF VISIT" MESSAGES/LETTERS WHICH DO NOT COMPLY WITH THE ABOVE.

5. WE REQUEST THAT ADDRESSEES AGREE TO IMPLEMENTATION OF THESE PROCEDURES BEGINNING 1 SEP 78. GLITMAN

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Message Attributes

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Litigation History:
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